

Re: Intro to project manager

**Subject:** Re: Intro to project manager  
**From:** Ellen Riotto <ellen@southpark.la>  
**Date:** 09/25/2018 04:04 PM  
**To:** Daniel Taban <daniel@jadeent.com>  
**CC:** Christie Rice <crice@slleonard.com>, Robin Bieker <robin@biekerco.com>, Bob Buente <bbuente@1010dev.org>, Channing Henry <channing@almadevelopment.com>

Works for me and Christie. Do you want Chip included as well? Will send cal invite now.

Here's the timeline we put together yesterday:

RFP issuance 9/26

RFIs due 9/28

Proposals due 10/5

Bid Award 10/10

Construction start 10/22

Owner move-in 12/14

From: Daniel Taban <[daniel@jadeent.com](mailto:daniel@jadeent.com)>  
Date: Tuesday, September 25, 2018 at 4:00 PM  
To: Ellen Riotto <[ellen@southpark.la](mailto:ellen@southpark.la)>  
Cc: Christie Rice <[crice@slleonard.com](mailto:crice@slleonard.com)>, Robin Bieker <[robin@biekerco.com](mailto:robin@biekerco.com)>, Bob Buente <[bbuente@1010dev.org](mailto:bbuente@1010dev.org)>, Channing Henry <[channing@almadevelopment.com](mailto:channing@almadevelopment.com)>  
Subject: Re: Intro to project manager

How is 11 am on Monday?

Daniel Taban  
JADE Enterprises  
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On Tue, Sep 25, 2018, 3:38 PM Ellen Riotto <[ellen@southpark.la](mailto:ellen@southpark.la) <mailto:ellen@southpark.la>>  
> wrote:

Daniel,

Re: Intro to project manager

As discussed at today's Exec Comm mtg, I'm intro'ing you to Christie Rice who we onboarded to help project manage the move.

What we're working on now to get ourselves ready to send bid set out to GCs:

1. Need intros from owner to MEPs so we can finalize the scope
2. Working on a few edits to the AIA contract – I will share with Jim Pugh (and Exec Comm) for his ok before distributing to GCs

Let's schedule an onsite meeting so you can get fully up to speed on where we're at in the timeline. How does Monday sound? Both Christie and I are flexible on time. Let me know what works with your schedule and I'll coordinate.

Robin, Bob, Channing – you're welcome to join if your schedule allows. Including you on this email just as an FYI.

Thanks,

Ellen

Ellen Riotto

Executive Director

South Park Business Improvement District

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